



The Planning Commission

Town of New Fairfield
New Fairfield, CT 06812

MINUTES

Regular Meeting

Monday, January 25th, 2016

New Fairfield Community Room

New Fairfield, CT 06812

Commissioners Present:

Ms. Cynthia Ross-Zweig
Ms. Lisa Deldin
Ms. Kirsten Bennett-O'Rourke
Mr. Ernie Lehman
Mr. Peter Greco

Alternates Present:

Mr. Louis Giannini

1. Call to Order: Meeting called to order by Chair Cynthia Ross-Zweig at 7:33 pm

2. Pledge of Allegiance

3. Appointment of Alternates: None

4. Approval of Minutes

December, 14th 2015

MOTION

Ernie Lehman motioned to approve Minutes of December 14th, 2015. Lisa Deldin seconded the motion.

Vote taken:

3-0-2 **Motion Approved**

5. Correspondence /Announcement:

Cynthia Ross Zweig noted the Board is in receipt of two invoices. An invoice from the Commission's attorney in the amount of \$1,169.96 and an invoice from the Citizen News in the amount of \$13.63.

6. Public Comment

None.

OLD BUSINESS

1. DISCUSSION of POCD - Town Commission and Boards

The commission will send letters to each of the various other commissions and boards to inquire about their progress towards their yearly goals set by the POCD. The commission will request a reply by or before March 24th, 2016. The letter shall also include material from the Plan of Conservation & Development highlighting any relevant statutes.

2. UPDATE OF OPEN SUBDIVISION LOG

Discussion was briefly had regarding the subdivision log. Lisa Deldin noted this was discussed at the last meeting as Kirsten Bennett O'Rourke had updated the log in December 2015. Cynthia Ross Zweig noted she would like to add the subdivision log to "Standing Items", to be addressed at each meeting of the board.

NEW BUSINESS

1. DISCUSSION of Zone Change Request – Ellen Mohr

The commission formally amended the January 25th Agenda to reflect "Ellen Mohr" instead of "Ellen Moore". Ellen Mohr presented the commission with a property that had been utilized by her late husband for commercial use. She would like to sell the property but has been informed that upon sale it will lose the commercial designation and be relegated to residential status. Ms. Mohr also confirmed the property cannot be converted into a residential lot because of the topography of the land and proximity to the brook. The commission will make a positive referral to Zoning, changing R44 to BC (Business Commercial) for Ms. Mohr's property (42 Rt. 39).

MOTION

Ms. Deldin motioned to grant a positive referral to Zoning. Mr. Lehman seconded the motion.

Vote taken:

5-0-0 Motion carried unanimously

2. DISCUSSION of Land Use Attorney – Invoice

The commission received an invoice from the Land Use Attorney for \$1,169.96. The invoice is for the period of August 15th 2015 to September 28th 2015 and includes two presentations/appearances before the Commission. Invoice number: 11196728.

MOTION

Ms. Deldin motioned to pay the full amount of the invoice and send it to the office of the First Selectman. Mr. Lehman seconded the motion.

Vote taken:

5-0-0 Motion carried unanimously

The commission also received an invoice in regards to Barn brook Estates and a subsequent bond release. The invoice was in the amount of \$13.63. Invoice number: 490422493

MOTION

Ms. Deldin motioned to pay the full amount of the invoice and send it to the office of the First Selectman. Mr. Lehman seconded the motion.

Vote taken:

5-0-0 Motion carried unanimously

3. Discussion of Referral for Zoning Commission's Sign Regulations

The commission reviewed the proposed verbiage from the Zoning Commission regarding the size, color, and nature of window signs. The proposed language places specific limits on the size and types of signs allowed for business use.

MOTION

Ms. Bennett-O'Rourke motioned to make a positive referral to the Zoning Commission to adopt the new verbiage. Ms. Deldin seconded the motion. Ms. Ross-Zweig and Mr. Greco opposed the motion.

Vote taken:

3-2-0 Motion Approved

4. Informal Discussion of Existing Fees

The commission was presented with research performed by Mr. Lehman regarding the fees that the town engineer & developers charge. A brief informal discussion was held and it was agreed upon that this subject should be added to the agenda for the next meeting on March 28th 2016.

MOTION

Mr. Lehman motioned to make the existing fee schedule an agenda item for the next commission meeting on March 28th 2016. Mr. Greco seconded the motion.

Vote taken:

5-0-0 Motion carried unanimously

STANDING ITEMS

1. Planning Commission Secretary Vacancy

Ms. Ross-Zweig informed the commission that candidates are currently being interviewed and a potential individual may join the commission as Secretary by the end of the quarter.

2. Commission Alternate Vacancies

Peter Bruno had expressed interest to the commission in joining as an alternate.

MOTION

Mr. Greco motioned to hold a vote to appoint Mr. Bruno to the commission as an alternate. Mr. Lehman seconded the motion.

Vote taken:

5-0-0 **Motion carried unanimously**

MOTION

Mr. Greco motioned accept Mr. Bruno to the commission as an alternate. Mr. Lehman seconded the motion.

Vote taken:

5-0-0 **Motion carried unanimously**

Adjournment

Mr. Lehman motioned to adjourn the meeting. Lisa Deldin seconded the motion

Vote taken:

5-0-0 **Motion carried unanimously.** Meeting adjourned approximately 8:39 p.m.